

S-E-C-R-E-T

26 December 1963

MEMORANDUM FOR: Bureau Chiefs

FROM: Chief, FBIS

SUBJECT: Letter of Information

GENERAL

1. The President's Assassination - The pervasive world reaction to the assassination of President Kennedy and the events which followed concerned FBIS both officially and unofficially. From the afternoon of 22 November through 25 November, the FBIS Wire carried messages of condolence, reportage, and comment from 94 countries, and on 23 November the Wire hit a record high of 261 items and more than 60,000 words. The 26 November Daily Report, the first to be published after the assassination, was devoted almost entirely to material related to that event. The many expressions of condolences took a very personal form for FBIS people overseas. They reported numerous instances of foreign officials and citizens extending condolences to them as representatives of the United States. The BBC Monitoring Service got permission from the British Government to fly the American flag at half-mast atop the building at Caversham.

A report of reaction to the assassination and President Johnson's accession was published 26 November and another report of reaction to President Johnson's address to Congress was published on 2 December. On 25 November RPB prepared a special memorandum for the DD/I on Soviet propaganda treatment of President Johnson since 1960. Special collations of published material were prepared for Mr. Allen Dulles and other members of the Special Commission investigating the assassination. All communist bloc and Cuban references to the Oswald-Ruby case were sent to Mr. John Warner, the Legislative Counsel, for forwarding to Congressmen. [redacted]

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2. Castro Texts - In response to an urgent request from the DCI, FBIS ran off advance copies of the 27-page 28 November Castro speech mentioning the Oswald case and had them on the way by courier in 40 minutes. The fast handling by FBIS of an earlier Castro speech also referring to Oswald elicited praise from Mr. John H. Crimmins, Coordinator of Cuban Affairs for the Department of State. [redacted]

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Group 1
Excluded from automatic
downgrading and
declassification

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3. Special Services - Commendable field bureau cooperation enabled FBIS to respond to a number of other special requests from high-level consumers. These included 1) a report on UAR, Saudi Arabian, and Yemeni broadcast propaganda on the Yemeni issue in support of a DCI study; 2) special handling of Sihanouk speeches and anti-U.S. broadcasts from Cambodian sources for the Secretary of State; and 3) recordings of Cuban references to Venezuela for use by Department of State representatives at OAS meetings. [redacted]

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4. Iraqi Coup - FBIS reported fully on the week-long government upheavals and fighting in Iraq which began with the abortive Bathist coup on 13 November and culminated in the takeover by a new military government on 18 November. The Mediterranean Bureau provided the U.S. Embassy in Baghdad with the official announcements broadcast by Baghdad radio on 18 and 19 November when the Embassy was not able to keep up with the situation because of the fighting and the curfew in the city. [redacted]

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5. Radio Propaganda Reports [redacted]

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- a. "Sharpened Focus on Venezuela in Havana's Calls for Hemisphere Revolt," CD. 237, defined the status of Cuban incitement propaganda and the scale and intensity of the effort against President Betancourt on the eve of the Venezuelan elections.
- b. CD. 238, "Soviet Press Articles on Voznesenskiy Appear Aimed at Suslov," examined signs of an intrigue against conservative opponents of Khrushchev's economic policies.
- c. The eighth report on appearances of Soviet leaders, RS.67, was the final issue in the RPB series. Leader activities will henceforth be reported in weekly and monthly publications prepared by Biographics Register.

6. Analysis Wire Item - "CPR Official Indicates Trebling of Communes," disseminated on the Wire 21 November, called attention to evidence of dramatic retrenchment in the Chinese commune program which appeared in an article written by the CPR Agriculture Minister for "Cuba Socialista" and reprinted in the "Peking Review." [redacted]

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7. Daily Report Supplements - Five Daily Report Supplements totaling 220 pages were published during the report period. Two of these contained the fifth and sixth articles in the Peking PEOPLE'S DAILY/RED FLAG series on the USSR-CPR polemic; two others comprised material on the CPSU Central Committee plenum which opened 9 December, including Khrushchev's opening address; and the fifth contained excerpts of an SED Politburo report by Albert Norden. [REDACTED]

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8. Continuing Requirements - Field Bureaus are urged to review flagging instructions in the 15 July 1963 Liaison and Requirements Staff memorandum entitled Continuing Requirements, both to insure that important consumers receive the service requested and to eliminate some unnecessary flagging which still persists. Attention is called to the new requirement that all filed references to CIA personnel and activities be filed "Copy to Liaison," noted in last month's Letter of Information. [REDACTED]

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9. Daily Report Distribution - To simplify handling and reduce costs, the Printing Services Division has begun sending the Daily Reports in bundles tied with string to many subscribers. Bureaus are requested to report promptly any problems arising in connection with this new system, especially such things as mangling, insecure tying, incorrect quantities, etc. [REDACTED]

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10. Scrutiny Cutback - With the dropping of one monitor-translator from the staff of the German Bureau, the bureau discontinued scrutiny of four monthly and weekly East German publications for its "Weekly Report." The bureau is also discontinuing publication of the Quarterly Index and SED table of organization charts. [REDACTED]

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11. Lateral Services - USIS Taipei was added as a regular recipient of the London Bureau's Soviet Bloc Roundup and significant Soviet Bloc statements on Communist Chinese and Nationalist Chinese affairs. [REDACTED]

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FIELD OPERATIONS AND ENGINEERING

12. DCA Form 57 - Bureaus which are asked by STARCOM to complete DCA Form 57 "DCS Allocated Channel Utilization and Performance Chart" are requested to advise the Chief, Field Operations Staff. The form will be filled out in Headquarters and submitted to DCA. [REDACTED]

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13. German Bureau Communications - The Defense Communications Agency has approved an FBIS request for a Frankfurt-London allocation in the newly operative European tropospheric scatter communications system. This new circuit, which may be available in 60 days, will provide more reliable transmission of German and Austrain Bureau material from Frankfurt. It also will permit FBIS to drop the London-Washington "D" circuit through Saran and save some \$12,000 a year in the cost of landline connections. [REDACTED]

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14. New Antenna - A new type of shortwave antenna, called the Wire Grid Lens, is being studied for applicability to FBIS requirements. The Wire Grid Lens antenna is considerably better than the Rhombic antenna on low level signals and it is also readily adaptable to direction finding. Its size will probably limit its use to large bureaus, where one Wire Grid Lens antenna would replace an entire Rhombic field. [REDACTED]

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ADMINISTRATION

15. Temporary Housing Allowances - Staff employees should note carefully the explanations of eligibility for Temporary Housing Allowance for employees on PCS to the Washington area which are published in the December 1963 Support Bulletin, page 16. Time limits on eligibility can result in nonpayment of claims in some cases. [REDACTED]

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16. Education Records - All staff employees are requested to submit transcripts of grades and copies of diplomas received by them since their entrance on duty with the Agency marked for the attention of the FBIS Personnel Officer. [REDACTED]

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17. Emergency Addressees - Staff employees are reminded that it is their responsibility to keep names and addresses of emergency addressees current at all times. Any change in designation should be reported promptly to Headquarters. [REDACTED]

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18. Promotion Regulations - FBIS' alien wage administration practices were not changed to conform to the classified Pay Act provision that pay after promotions must at least equal two step increases. Therefore a "one-step-increase" rule still governs promotion of alien employees. [REDACTED]

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SUBJECT: Letter of Information

19. Contacts with Newsmen - All staff employees should review []
[] on the release of information to public information media
or representatives. The need for strict compliance with the reporting
procedures outlined in paragraph 5 of this notice has been reemphasized
recently. A sample form for reporting contacts is attached. []

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20. Regulation Issuances - The following regulatory issuances were
disseminated: []

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ADMINISTRATION

1. Annual Party - The annual FBIS party which was scheduled for 30 November was postponed because of the death of President Kennedy. The new date has been set for Friday, 7 February. Anyone in travel or leave status in the Washington area who would like to attend the party should contact [redacted]

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2. Outstanding Service - [redacted] Assistant Chief Engineer at the East Coast Bureau, was presented a Quality Step Increase for his excellent work in planning and building FBIS' first Transportable Monitoring Unit. [redacted] Okinawa Bureau secretary, was given a Quality Step Increase in recognition of her sustained outstanding job performance. German Bureau Production Specialist [redacted] African Bureau Senior Monitor [redacted], and African Bureau Administrative Assistant [redacted] have also received Quality Step Increases. Tokyo Bureau Teletype Technician [redacted] received a Certificate of Merit with Distinction and \$200 for outstanding initiative in mastering the many problems connected with installing and maintaining M-28 Teletype communications equipment.

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3. New Employees

Assignment

[redacted]

Typist, Publications Sect.,
Editorial Branch

STAT

4. Reassignment

From

To

[redacted]

Editor Editor
East Coast Bureau African Bureau

STAT

5. Resignation

From

[redacted]

Typist, Editorial Branch

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ROGER G. SEELY